

**MINUTES OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES**

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, November 19, 2024, 7:00 p.m.
Library Board Room

At 7:01 p.m. the Regular Meeting of the Bloomfield Township Public Library Board of Trustees was called to order by President Dani Gillman.

Trustees Present: Keith Carduner, Dani Gillman, Judy Lindstrom, Joan Luksik, Joy Murray, and Shane Spradlin

Trustees Absent: None

Administration: Library Director Tera Moon; Assistant Director Katherine Bryant; Administrative Assistant Linden Godlove

Guests: Rachel Skaggs, Project Manager with MGT; Drew Heuser, Adult and Teen Services Librarian and SOC Representative

Shane Spradlin requested **Items 7a and 7b** be removed from the consent agenda for regular discussion.

Upon discussion, a motion was made by Judy Lindstrom and seconded by Joy Murray **TO APPROVE THE ORDER OF ITEMS AS LISTED ON THE AGENDAS WITH THE FOLLOWING ITEMS REMOVED FROM CONSENT AGENDA AS FOLLOWS: 7A and 7B**

A vote was taken for approval of the motion.

Ayes: Carduner, Gillman, Luksik, Lindstrom, Murray, and Spradlin

Nays: None

MOTION CARRIED

PRESIDENT'S VERBAL REPORT:

President Dani Gillman congratulated her fellow trustees for their re-election to the Library Board with a cheer of "let's go team!" She thanked the community for re-electing them and putting their trust and faith in this esteemed group.

DIRECTOR'S VERBAL REPORT:

Director Moon repeated her congratulations. The Library has had many visitors in the last few weeks since the October board meeting. Early voting concluded Sunday, November 3, and a total of 9,108 people cast ballots, with about 1,000 voters each day. About 6,000 of those were Bloomfield Township residents. Early voting for the election in August had 700 people vote over 9 days. She commended the election workers for their hard work. Library staff really rose to the many challenges that came with this hosting responsibility. The Welcome Desk and Adult & Teen Services answered a lot of election-related questions – and the same questions

over and over. In addition, several staff had to stay 60-90 minutes after closing to accommodate the election process.

In the middle of the early voting period, on Tuesday, October 29, the Library hosted a trick-or-treat PLUS food truck rally event. Nearly 600 people visited special stations and service desks through the Youth Department and the entire Library for treats and activities. The Friends were thanked for their funding of this program.

Continuing in popular programming, nearly 200 people turned out for the season's first Chamber Music Concert featuring student musicians from the University of Michigan's School of Music, Theatre, and Dance. That same weekend the Library held its first ever History Harvest, a joint effort with the Bloomfield Historical Society that asked community members to donate documents of Bloomfield Township's past. Adult & Teen Services Department Head Laura J. Kraly spearheaded the effort and was very pleased with the results.

Facility Services Department Head Hugo Cardenas' last day at the Library was Friday, November 8. Thanks was expressed for everything he had done to help the Library run smoothly. He is wished the best in his new position as Building Superintendent for the City of Royal Oak. A posting has gone up for a new Facility Services Department Head with the goal of having someone in place in early January 2025.

Thank you to the Friends of the Library who approved the latest wish list which totaled over \$40k. This grant will make many wonderful programs possible.

Upon discussion, a motion was made by Joan Luksik seconded by Joy Murray to **APPROVE THE REMAINING ITEMS ON THE CONSENT AGENDA.**

A vote was taken for approval of the motion.

Ayes: Carduner, Gillman, Luksik, Lindstrom, Murray, and Spradlin

Nays: None

MOTION CARRIED

REGULAR AGENDA:

Call to the public.

Drew Heuser, representing the SOC, provided an update on their activities.

UNFINISHED BUSINESS:

No unfinished business.

NEW BUSINESS:

11a. Compensation and Classification Study

Tera Moon presented the compensation and classification study conducted by MGT (known as GovHR when the Library selected them in May 2024). Katy Yee has been the lead consultant on this study. She oversaw the collection of the internal and external data, performed the analysis, had many discussions with Assistant Director Katherine Bryant and the Director, and presented the study to the Personnel Committee. Rachel Skaggs presented the study via video conference on her behalf. Rachel reviewed the study and answered any questions. The board supported the

study and recommendations made.

12. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA

- Trustee Shane Spradlin removed 7A and inquired about payments to Frank Rewold & Sons for the roof repair and asked for updates.
- Trustee Shane Spradlin removed 7A and inquired about the payment to Elm USA for the Library's disc repair machine. The machine can extend the life of discs through buffing and cleaning.
- Trustee Shane Spradlin removed 7A and inquired about payments to Farmington Library. Farmington Library is the fiduciary for Metro Net, which is the affiliation of libraries, and many purchases are made through this group.
- Trustee Shane Spradlin removed 7A and inquired about Amazon capital services, which is Amazon.com.
- Trustee Shane Spradlin removed 7B and commented that he reviewed the budget line items and thought the library budget is in great shape.

Upon discussion, a motion was made by Shane Spradlin and seconded by Judy Lindstrom **TO APPROVE THE ORDER OF ITEMS REMOVED FROM THE CONSENT AGENDAS.**

A vote was taken for approval of the motion.

Ayes: Carduner, Gillman, Lindstrom, Luksik, Murray, and Spradlin

Nays: None

OTHER:

Shane Spradlin asked about advanced checks versus regular checks. Advanced checks are for bills that must be paid before the board meeting.

Shane Spradlin commented on the number of firms that bid on the latest RFP, which has been improved by posting them on BidNet.

Joan Luksik inquired about the cedar fascia. A budget was made with a spending limit for the most necessary repairs, which Duross prioritized. Further improvements will be put on hold.

The next board meeting will be on Tuesday, December 17. The swearing in of trustees will take place before the meeting at 6:30 p.m. Officers will be elected, PA 152 will be reviewed, and the video camera RFP will be awarded.

At 7:51 p.m. President Gillman adjourned the meeting.

Submitted by:



Joan Luksik, Board Secretary